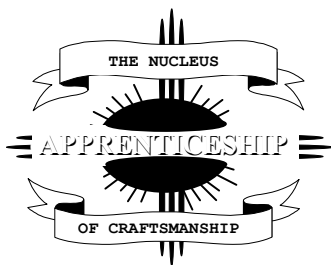




STANDARDS OF APPRENTICESHIP
adopted by

WASHINGTON STATE CULINARY ARTS APPRENTICESHIP COMMITTEE

<u>Skilled Occupational Objective(s):</u>	<u>(sponsor)</u>	<u>DOT</u>	<u>Term</u>
DINNER COOK		313.361-014	6000 HOURS



APPROVED BY
Washington State Apprenticeship and Training Council
REGISTERED WITH
Apprenticeship Section of Specialty Compliance Services Division
Washington State Department Labor and Industries
Post Office Box 44530
Olympia, Washington 98504-4530

APPROVAL:

JULY 17, 1970

Initial Approval

By: LAFRANK NEWELL

Chairman of Council

APRIL 19, 2002

Addendum Amended

By: PATRICK WOODS

Secretary of Council

APRIL 19, 2002

Committee Amended

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NOTE: THE FOLLOWING ADDENDUM SHALL BE SPECIFIED TO THE GROUP JOINT APPRENTICESHIP AND TRAINING COMMITTEE AND ITS CRAFTS:

The following Standards of Apprenticeship, Washington State Culinary Arts Apprenticeship with supplements pertaining to the necessary work experience of the trade and a progressive wage scale will, when approved by and registered with the Registration Agency, govern the training of apprentices in this industry.

These Standards of Apprenticeship were developed by the American Culinary Federation, Washington State Chefs Association Chapter, the Hotel Employees and Restaurant Employees Local Union #8 and assisted by Washington State Apprenticeship and Training Council representatives.

1. GEOGRAPHICAL AREA COVERED:

The area covered by these Standards shall be the State of Washington.

2. MINIMUM QUALIFICATIONS:

Age: Not less than 17 years of age.
Education: High school graduate or GED.
Physical: Able to meet the needs of the trade.
Testing: None.
Other: None.

3. CONDUCT OF PROGRAM UNDER WASHINGTON EQUAL EMPLOYMENT OPPORTUNITY PLAN:

A. Selection Procedures:

No employer shall employ an apprentice until the following procedures have been carried out:

1. Apprentices are selected by the employer from an eligibility pool of workers already employed. All applicants for apprenticeship shall make application to the employer. Upon acceptance of the applicant, the Apprenticeship Committee will place the apprentice in the program in the correct wage progression period and indenture the apprentice to the employer and register the apprentice with the Registration Agency.
2. All applicants for apprenticeship in this trade must make application at the office of the Secretary of the Apprenticeship Committee.
3. The applicant shall sign the "Record of Apprentice Applicants" form and will then be given an "Application for Apprenticeship".

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4. Upon returning the completed application form, the applicant will be sent to the Apprenticeship Information Center for appropriate aptitude testing.
5. The applicant shall furnish the Secretary of the Committee a copy of his/her high school diploma or record of equivalent training.
6. When these steps have been completed and noted on the "Register of Apprentice Applicants" form, the applicant will be instructed to appear before the Committee for an interview and comparative evaluation and scored and placed on the list accordingly to await employment.
7. The Secretary of the Apprenticeship Committee shall maintain appropriate records of apprentice applicants interviewed by the Committee.
8. The various forms referred to above are attached and submitted as part of these Standards. Questions asked applicants will be those applicable to this trade.

B. Affirmative Action Plan:

1. Cooperate with school boards, community colleges, and/or vocational schools to develop programs, which prepare students for entrance into apprenticeship.
2. Disseminate information, within shops or concerns, concerning equal opportunity policies of the program's sponsor(s).
3. Use journeymen (minority and non-minority) and/or apprentices to promote the affirmative action program.
4. Grant credit for previous trade experience or trade-related courses for all applicants equally.

4. TERM OF APPRENTICESHIP:

The term of apprenticeship shall be not less than 6000 hours or 3 years of reasonably continuous employment, including the probationary period.

5. PROBATIONARY PERIOD:

All apprentices employed in accordance with these Standards of Apprenticeship shall be subject to a tryout or probationary period not exceeding the first 1200 hours of employment.

6. RATIO OF APPRENTICES:

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The ratio shall be not more than one (1) apprentice for each journeyman employed in each or any one restaurant operated by an approved training agent.

7. **WAGE PROGRESSION:**

Apprentices shall be paid on the following percentage basis in accordance with WAC 296-04-270(2)(c):

1st 1000 hours/6 months period 70% of the dinner cook's rate

2nd 1000 hours/6 months period 75% of the dinner cook's rate

3rd 1000 hours/6 months period 80% of the dinner cook's rate

4th 1000 hours/6 months period 85% of the dinner cook's rate

5th 1000 hours/6 months period 90% of the dinner cook's rate

6th 1000 hours/6 months period 95% of the dinner cook's rate

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8. WORK PROCESSES:

The apprentice shall be given such instruction and experience in all branches of the trade including the preparation of materials as is necessary to develop a practical and skilled workman.

The following is a condensed schedule of work experience the apprentice will receive:

<u>Dinner Cook:</u>	<u>DOT #313.361-014</u>	<u>Hours</u>
A.	Vegetable station.....	1320
1.	<u>Pre-preparation</u> Clean and cut vegetables (120 hours)	
2.	<u>Preparation and cooking</u> Cooks and prepares vegetables as well as frying of meat, vegetables and poultry and other foods (1200 hours)	
B.	Pantry	600
1.	<u>Morning</u> Preparation of vegetable and fruit salads, dips, preparation of dressings, fruit baskets, and coffee for banquets and buffets as well as above items used in food service orders (300 hours)	
2.	<u>Evening</u> Preparation of vegetable, meat, fish, fowl, and fruit salad starters, desserts, and sandwiches (300 hours)	
C.	Gardemanger.....	920
1.	<u>Cold meats</u> Preparation of cold meats, making garnishes, utilization of leftovers and preparation of buffets (520 hours)	
2.	<u>Meat boning and cutting</u> Meat boning, cutting, and preparation of fish and poultry (400 hours)	
D.	Sauce and roast	1600
1.	Soups and stocks, preparation of (240 hours)	
2.	Morning sauces and preparation of entrees for lunch (520 hours)	
3.	Evening preparation of sauces and entrees for dinner, roast meats and making natural meat juices (840 hours)	
E.	Pastry cook and baker	550
1.	<u>Pastry</u> Preparation of cakes, pies, puddings, french pastry, desserts, decorations and sugar work, rolls, bread sticks (390 hours)	

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2.	Ice cream and ice carving-carved centerpieces, frozen desserts and bombe (160 hours)	
F.	Coffee shop kitchen Grilling, frying, breakfast, lunch and dinner as well as dishup of hot foods	260
G.	Broiler Broiling of all meats and fish and preparation of related garnishes	410
H.	Menu making During the term of apprenticeship the apprentice shall be taught balanced menu making and percentages as he/she progresses through the various work experiences	120
I.	Other All around experience according to the individual's needs to provide the apprentice with a well-rounded work experience by the end of his/her term of apprenticeship	220

TOTAL HOURS: 6000

SPECIAL CLAUSE regarding baking and butchering;

Where not available, provision should be made to get the necessary training hours by a qualified outside source.

ALL THE FOREGOING WORK EXPERIENCE AS HEREIN NOTED IS
UNDERSTOOD TO MEAN AS IT PERTAINS TO THE TRADE HEREIN INVOLVED
IN THESE STANDARDS.

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9. RELATED/SUPPLEMENTAL INSTRUCTION:

- A. Each apprentice shall enroll in and attend classes in subjects related to this trade, as approved by the State Board for Community and Technical Colleges, for a minimum of 144 hours per year.
- B. The methods of related/supplemental training shall consist of one or more of the following:
 - () Supervised field trips
 - () Approved training seminars
 - () A combination of home study and approved correspondence courses
 - () Technical College
 - (X) Community college
 - () Training trust
 - () Other (specify)
- C. Hours 144
- D. Satisfactory progress must be maintained in related training classes. (See section 10, Administrative/Disciplinary Procedures.)
- F. The Apprenticeship Committee recommends that courses for the dinner cook apprentices be limited to those who are actually apprentices in the cook's trade in accordance with these Standards.
- G. The accepted text to be used in the related training classes will be the text identified as The Culinarian, procured from the American Culinary Federation.

10. ADMINISTRATIVE/DISCIPLINARY PROCEDURES:

- A. Meetings are to be held once a month or as determined by the Committee to conduct business, and special meetings may be called by the Chairman, or any two members of the Committee upon proper notification of time, place, and purpose of meeting to take appropriate action on any matter coming within the jurisdiction of the Apprenticeship Committee.
- B. The Committee meetings may be held at any location that the Committee may select as the most practical or convenient or desirable for the purpose of such meeting or meetings.

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- C. Roberts Rules of Order shall prevail at all meetings.
- D. Any apprentice who misses over twelve (12) hours of related training without making up such lost time, in any one school year, without sufficient excuse may be canceled from the apprenticeship program and removed from the job, subject to review by the Washington State Apprenticeship and Training Council. All excuses shall be in written form to the Committee and signed by the apprentice.
- E. 1000 hours/6 months of work experience and a satisfactory school record must be had by the apprentice before his/her wages are advanced to the next period.
- F. Be it understood by all parties concerned, that each apprentice upon completion of their term of apprenticeship, before they are eligible to receive a Certificate of Completion, shall submit to and satisfactorily pass "a graduation test" given by five (5) impartial chefs, three (3) of which will be named by the Washington State Chefs Association, an affiliate of the American Culinary Federation, and two (2) of which will be named by the Washington State Culinary Arts Joint Apprenticeship Committee. In the event the apprentices does not satisfactorily pass the referred to exam, the term of the apprenticeship shall automatically be extended for a period of 1000 hours/6 months.

11. COMPOSITION OF COMMITTEE AND ALTERNATES:

The Apprenticeship Committee shall consist of two (2) members representing managers and two (2) members representing the Hotel Employees and Restaurant Employees Local Union #8, selected by the groups they represent.

The Employer Representatives Shall Be:

Jamie Callison, Chairman
14050 1st Avenue NE
Seattle, WA 98125-3099

Walter Bronowitz
14050 1st Avenue NE
Seattle, WA 98125-3099

The Employee Representatives Shall Be:

Elizabeth A. Freeman, Secretary
2800 1st Avenue Suite #3
Seattle, WA 98121

Brent Ruud
2800 1st Avenue Suite #3
Seattle, WA 98121

12. SUBCOMMITTEE: (None)

13. TRAINING DIRECTOR/COORDINATOR: (None)